



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

MEMORANDUM

TO: Directors of Special Education and Transportation

FROM: Jacquelyn J. Thompson, Ph.D., Director  
Office of Special Education Services  
and Early Intervention Services

Mary Ann Chartrand, Director  
Grant Coordination and School Support

DATE: October 25, 2005

SUBJECT: Technical Assistance on Issues Related to Transporting Pupils with  
Disabilities

The Michigan Department of Education (MDE), in cooperation with the Michigan Association for Pupil Transportation (MAPT) and the Michigan's Assistive Technology Resource (MATR) Center, has established a technical assistance network to handle questions related to transporting pupils with disabilities. The purpose of this memorandum is to identify experts available to help local and intermediate school district personnel, as well as parents of children with disabilities, deal with specific transportation issues.

The following Michigan Association for Pupil Transportation (*MAPT*) *Regional Consultants* are available to you for specific issues related to transporting pupils with disabilities:

- Tim Hofmeister, CT Transportation Consultants, phone (269) 207-3830
- Bill Tousley, Farmington Public Schools, phone (248) 489-3700
- Jeannette Wesolowski, Macomb ISD, phone (586) 228-3337

JJT/DE/dr

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608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
[www.michigan.gov/mde](http://www.michigan.gov/mde) • (517) 373-3324

Listed below are specific areas and the contact person(s) for each area:

## I. Bus Drivers and Routing Issues

Item	Contact Person	Organization	Telephone
1. School Bus Driver License Questions Only	Kirk Ferris	Department of State	(517) 241-6850
2. School Bus Driver Qualifications	Sue Howell	MDE	(517) 373-6388
3. School Bus Driver Training	Sue Howell or Training Agencies	MDE Designated ISDs and NMU	(517) 373-6388
4. Route Approval	Your ISD Transportation Director		
5. Special Precautions and Training for Transporting Children with Disabilities (student identification packs, fire safety training, etc.)	Regional Consultant	MAPT	

## II. Special Education School Bus Rider Information

Item	Contact Person	Organization	Telephone
1. Eligibility for Specialized Transportation	Jim Paris		(517) 335-0474
2. Individualized Education Plan (IEP) and Section 504 Compliance Plan	Jim Paris	MDE	(517) 335-0474
3. Reasonable Accommodation Requirements and Suggestions for Compliance (door-to-door pick-up, pick-up on private roads, requirements for lifts and other vehicle modifications, etc.)	Regional Consultant	MAPT	
4. Student Discipline Issues	Regional Consultant		
5. Transportation Accommodations for Preschool Children	Regional Consultant		

### III. Vehicle Information

Item	Contact Person	Organization	Telephone
1. Bidding Special Vehicles	Jeannette Wesolowski	MAPT	(586) 228-3337
2. Federally Approved Child Seats	Barbara Warren	MATR Center	1-800-274-7426
3. Bus Inspection and Safety Requirements	Sgt. Sharron Van Campen	Michigan State Police	(517) 336-6417
4. Reporting the Purchase of School Buses and Bus Inventory	Dianne Easterling	MDE	(517) 241-4517
5. Purchase, Installation and Maintenance of Lifts, Tie Downs, and other Equipment	Regional Consultant	MAPT	

### IV. State Aid

Item	Contact Person	Organization	Telephone
1. Bus Amortization	Dianne Easterling	MDE	(517) 241-4517
2. Section 53 Transportation	Dianne Easterling	MDE	(517) 241-4517
3. Questions on State Aid Payments for Transportation	Dianne Easterling	MDE	(517) 241-4517